

SAMPLE Parent Letter

NCLB-Supplemental Services

In January 2002, Congress passed a new federal education law, the No Child Left Behind Act of 2001 (NCLB). The purpose of this letter is to inform you about this new law and the provision for supplemental services for eligible students. Supplemental services are classes or tutoring that provide additional academic assistance to a child at a time other than the regular school day. These services must support and be consistent with the instruction provided by the school.

This law requires districts to adopt grade-level standards, use the most effective methods and instructional strategies for teaching students, and assess their progress each year as mandated by the State. A school's progress is determined based on how well students do on statewide standardized tests. Schools that did not make "adequate yearly progress (AYP)" for two consecutive years are identified as "low performing, not improving" schools by the Rhode Island Department of Education. Under No Child Left Behind, Rhode Island's low performing, not improving schools must provide supplemental services.

_____ School is now in its second year of identification as a low performing, not improving.

Supplemental educational services designed to help students increase their academic achievement and to meet the state's grade-level standards are now available for eligible students at this school. Parents of eligible students have the option of requesting these services.

This letter is to notify you that your child has the option to receive supplemental educational services. The district will give priority to students based on educational needs - the lowest-achieving eligible students will receive the services first - up to the amount of funds available through Title I for this purpose.

Supplemental service providers paid for with these funds must be on a state approved list. A list of approved providers located in or near our district, is provided with this letter. Upon your request, your child's teacher or the principal can be of assistance to you in selecting an appropriate provider. Transportation to and from providers not located at the school site is the responsibility of the parent.

Requests for the "Supplemental Education Services Option" are to be made by filling out the enclosed form and returning it to the _____. Applications must be completed and returned to the district by _____. If you have any questions regarding supplemental services, please call _____.

Attachments: Supplemental Services Providers listing
Supplemental Services Request form